

STAFFORD COUNTY SCHOOL BOARD

Agenda Consideration

TOPIC: Springsted Clerical Study

ITEM NO: 4F

PREPARED BY: Stephen L. Trant
Executive Director
Department of Human Resources

MEETING: 11/9/04
ACTION DATE: TBD

ACTION REQUESTED BY THE SUPERINTENDENT: That the School Board receive information regarding the system-wide clerical classification/compensation study being conducted by the Springsted Group.

KEY POINTS:

- ❑ The study began in May 2004 and is the first comprehensive study of this employee group since 1991.
- ❑ Stafford County Public Schools currently has 21 different classifications for approximately 210 administrative support positions.
- ❑ The goal of the study is to reduce the number of job classifications, to develop new and appropriate job descriptions, to place all targeted employees in their proper classification and to make salary adjustments, all based on industry standards.

SCHOOL BOARD GOAL: 4 – Address the impact of continuing population growth by developing plans to address expanding staff, facilities, transportation, attendance zones and instruction.

FUNDING SOURCE: To be determined pending final study outcomes and recommendations.

AUTHORIZATION REFERENCE:

Code of Va., 22.1-295 & School Board Policy #5-10 & School Board Policy #5-19

